

# CYNGOR TREF PENMAENMAWR PENMAENMAWR TOWN COUNCIL



Minutes of a PENMAENMAWR TOWN COUNCIL MEETING  
held remotely using Zoom Video Conferencing on the 19<sup>th</sup> January 2021 at 6.30 pm.

**19486 Councillors Present:** Cllr K. Beard (Chair), Cllr U. Abbott, Cllr M. Baines, Cllr L. Coleman, Cllr E. Davies, Cllr J. Jones, Cllr K. Loustan-Lalanne, Cllr J. Sharples, Cllr C. Williams.

**Officers Present:** M. Hanks (Clerk and RFO) & I. Hart (Asst Admin Officer)

**In Attendance:** Three members of the public attended remotely.

**19487 Apologies:** Cllr L. Goodier (work), Cllr S. Banwell (work), Cllr M. Brewer (technical difficulties).

**19488 Code of Conduct/Declaration of Interest.**

None

**19489 Public Participation –**

None

## COUNCIL ADMINISTRATION

**19490** Ratification of the Minutes of the Meeting held on the 1<sup>st</sup> December 2020.

**RESOLVED: to ratify the minutes of the meeting of the 1<sup>st</sup> December 2020, with minor corrections.**

**19491** Matters arising from the meeting held on 1<sup>st</sup> December 2020.

- i. 19473 ii. Moss on Road. It was reported that this was still a problem on Pant yr Afon Close, and Gwynan Park was experiencing similar problems.
- ii. Mayoral Regalia – it was reported that this item has been in abeyance over the festive season but will be progressed over the coming weeks.
- iii. Headsets – Councillors confirmed if they wanted a headset to assist with online meetings.
- iv. Photographic Competition – It was reported that the details of the Photographic Competition, as published on the website, did not contain submission details. The Clerk was asked to check and, if necessary, amend.

**19492** Signing the minutes of the meeting of the 1<sup>st</sup> December 2020.

**RESOLVED: to sign the minutes of the 1<sup>st</sup> December 2020 aCs a true record of the meeting.**

**19493** Councillor Announcements

- i. Heritage Lighting Columns  
The Council were advised that Conwy County Borough Council are in the process of replacing some of the lighting columns in the area. Two of the lighting columns being replaced are in keeping with the village's Victorian aesthetics and it was proposed that these be acquired for use in one of the parks.  
**Action:** Clerk to liaise with CCBC.
- ii. Pot Holes.  
It was reported that there was a build-up of moss on Pant yr Afon Close making the road slippery underfoot.  
**Action:** Clerk to liaise with CCBC.

- iii. It was reported that several paving slabs, outside Alice Crafts shop, were raised and causing a danger.

**Action:** Clerk to report to CCBC.

**19494** Clerk's Report.

FOR INFORMATION: The Clerk appraised the Council on initiatives and discussions currently being undertaken on behalf of the Council, which including:

- i. In line with Welsh Government guidelines the Council office is closed and staff are currently working from home.
- ii. Remembrance Tree & Wish Tree a success
- iii. Resilience grant to be re-submitted in the coming days.
- iv. Work will commence on Promenade upgrade by the end of the month.
- v. Financially, work has begun to prepare the paper trail for this year's audit.
- vi. The third quarter's accounts will be finalised by the next Finance Meeting and will be presented to the Council at the next meeting.
- vii. The advertisement for the Environmental Warden will be published by the end of the month.
- viii. As will be reported by the Covid-19 Resilience Committee, Umbrellas (with Council logo) and Sanitising stations were distributed to five locations last Friday.

**19495** Councillor Vacancy.

It was reported that, following the publication of the councillor vacancy notices, there had been no request from residents for a by-election. Therefore, the position is to be filled by co-option. Co-option notices are prepared and will be published within days. The Council were asked to decide on a deadline for the submission by interested parties.

**RESOLVED: To display the co-option notices for this vacancy until the 19<sup>th</sup> of February.**

**Action:** Clerk to arrange for notices to be displayed and distributed to outlets.

**19496** To Accept a Report from the Finance Committee.

FOR INFORMATION: The Chair of Finance advised the Council that the items discussed at the recent Finance meeting have been added to this agenda to be discussed individually (items 19497 – 19500 inclusive).

**19497** To Accept the 2019 – 2020 Internal Audit Report.

The Internal Auditors Report on the 2019 – 2020 Finances and Governance had been pre-circulated. The Clerk highlighted that the first four pages of the report explained the audit process and detailed what the auditor had checked. Page five contained the only comment that referred to 2019 – 2020 and that related to the date of the Asset register amendment. The remainder of the report listed historical audit reports and the actions taken.

**RESOLVED: To accept the Internal Auditors Report for 2019 - 2020.**

**19498** To Agree the 2021 – 2022 Budget.

Following the Council's Priorities workshops and meetings of the Finance Committee, a draft budget had been prepared, which detailed the Council's plans for 2021 – 2022. This draft had been pre-circulated and was discussed.

**RESOLVED: To adopt the 2021 – 2022 budget as presented.**

**19499** To Set the 2021 – 2022 Precept.

The budget as adopted in item 19498 (above) was based in a 1.9% rise in the precept. This rise equated to an increase of £1.60 per annum for a band D property.

**RESOLVED: To implement a 1.9% increase in the Precept.**

**Action:** Clerk to advise CCBC of the 2021 – 2022 Precept.

**19500** Grant Application from Penmaenmawr & Welsh Granite Industrial Heritage Railway CIC.

A grant application from the PWGIHR had been received for £500 to assist with the materials to rebuild a 19<sup>th</sup>-century industrial goods wagon, which will be displayed on the Promenade.

**RESOLVED: To award the Penmaenmawr & Welsh Granite Industrial Heritage Railway CIC a grant of £500.**

**Action:** Clerk to arrange for payment.

**19501** To Accept a Report from the Covid-19 Resilience Committee.

The Mayor reported that the umbrellas and hand sanitizing stations had been obtained and distributed locally. These had been well received by the retail premises. The Council were advised that the Committee had, to date, spent about £5,000 to support Covid-19 related projects and were at an advanced stage of preparing for the Conwy County Borough Council and Welsh Government TRI grant, which with PTC's match funding, total £12,500.

**RESOLVED: To accept the Report.**

**19502 Replacement of Lighting Columns.**

It was highlighted by one of our local County Councillors that CCBC intends to replace some of the lighting columns around Paradise Road and Station Road. The project includes fitting standard lighting columns where there are currently four ornate heritage columns. To replace the columns with similar heritage columns will cost £1285 each. CCBC are prepared to pay some of that amount. However, PTC has been asked to contribute £642.50 each to ensure that heritage lighting columns are used in this area of the town.

**RESOLVED: To agree to contribute up to £2,600 to ensure that heritage lighting columns are used.**

**Action:** Clerk to liaise with County Councillor Stevens and CCBC.

**19503** To Discuss the Increasing Problem of Dog Fouling

It was reported that Penmaenmawr, like many local towns, appears to be experiencing an increase in dog fouling, which owners are not picking up. It was agreed by the Council that this problem has been getting progressively worse over the last twelve months. Several possible actions were discussed.

**RESOLVED: To task the Clerk with liaising with other community councils and CCBC and to prepare proposals for a multifaceted initiative to address these difficulties.**

**Action:** Clerk to prepare possible initiatives to address the dog fouling problems.

## Correspondence

**19504** Natural Resources Wales

It was reported that the Council had received notification from Natural Resources Wales that Penmaenmawr had lost its Blue Flag beach status. The results had only marginally below the level required, but in 2021 the bench would be classed as very good quality and not excellent.

**19505** Penmaenmawr Community Support Group

The Council were advised by the Penmaenmawr Community Support Group that a Covid-19 Vaccine Clinic will be established in the Penmaenmawr Library on the 20<sup>th</sup>, 21<sup>st</sup> and 22<sup>nd</sup> January 2021. This builds on the recent use of the premises for Flu vaccinations, which proved hugely successful to the community.

## Highways Notifications

**19506** Station Road East from Juct Beach Road to Juct Conway Road – Temporary Traffic Regulation between 01/03/21 and 19/03/21 to undertake electric work.

**The notification was noted.**

## List of Payments

### 19507 List of Payments

DATE	CHEQUE No	CODE	PAYEE	AMOUNT
15/12	D/Card	s.150	Abode (Annual subscription)	21.14
03/02	D/Card	s.150	Microsoft Office 365 (Annual subscription)	59.99
30/11	03979	s.150	JDH (Internal Audit costs)	624.00
02/12	03980	s.19	A.D. Roberts (Various community maintenance jobs)	188.00
02/12	03980	s.144	A.D. Roberts (Purchase and erection of 6 small xmas trees)	225.00
05/01	03981	s.19	Voltan Electronics (Dressing and removal of Christmas lights)	2500.00
11/12	D/Card	s.150	VT Renewal (Renewal of accounts software)	90.00
01/01	D/Card	s.150	SLCC (Membership renewal for the society of local council clerks)	289.00
16/12	D/Card	s.150	Text Local (Purchase of texts)	58.80
31/10	D/Card	s.150	Office Furniture (for administrator)	346.80
31/12	03981	s.19	Community Support Group (Library core grant)	3000.00
31/12	03982	s.150	Community Centre (quarterly rent)	910.00
25/11	03983	s.150	Viking (replacement office hoover & stationery)	124.49
30/12	03984	s.19	CCBC (skip for December)	264.00
06/01	03985	s.150	Brookes Tarpaulins (2 x replacement litter pickers)	40.68
10/11	03972	s.19	Pen Phoenix Grant (annual grant)	1000.00
18/11	03963	s.150	Viking (stationery)	316.27
05/12	03974	s.19	Autotop (Remembrance Tree banner)	84.00
11/12	Card	s.19	Kingfisher (Hand sanitizing stations)	287.96
18/12	03977	s.19	Stiwidio Owens (Design work for prom project)	1855.20
17/12	Card	s.19	Mopezotrading (Council logo stickers)	8.99
14/07	Card	s.150	Zoom (Remote meeting package)	91.43
16/12	03976	s.19	Design to Print (Covid 19 banners signs & bollard covers)	531.60

**RESOLVED: to approve the list of payments.**

Action: Clerk to arrange payment.

### 19508 Social Media News

- i. The Town Council have invested in freestanding hand sanitizers & large umbrellas and have distributed these to the local shops that regularly have queues, these are to give some protection to customers from the rain and encourage shopping local.
- ii. Penmaenmawr Town Council is pleased to announce that it has awarded PWGIHR a grant of £500.00 to support the work they do in connection to our heritage railway.
- iii. The Town Council is disappointed by the increasing levels of dog fouling being left in the area. In response, the Town Council is preparing a multifaceted initiative, "The BIG Scoop", to reduce the levels of dog mess which is tarnishing our communities.
- iv. The Town Council is about to launch the Painted stones Project, this project is a community project where we would like people to paint a stone which reflects 2020, the NHS, Covid-19, the Beach, Poppies, anything people feel represents 2020, some of these stones will then be set in a resin heart and this will be displayed in the town.

Signed: \_\_\_\_\_ (Mayor)

Date: \_\_\_\_\_

- v. Penmaenmawr Town Council is committed to keeping our Victorian image and have ensured that the replacement lighting posts will honour this image.

**19509** Any Other Business  
None

**19510** Date and Time of the Next Meeting - **6.30 pm 16<sup>th</sup> February 2021**

Meeting ended at 7.55 pm.

Signed: \_\_\_\_\_ (Mayor)

Date: \_\_\_\_\_